



Sample Letter of Intent

To: City of Houston
Administering Department

Date: _____

Project Name and Number _____

Bid Amount: _____ M/W/DBE Goal: _____

=====

_____ agrees to enter into a contractual agreement
Prime Contractor

with _____, who will provide the following goods/
MWBE Subcontractor

services in connection with the above referenced contract:

for an estimated amount of \$ _____ or _____ % of the total
contract value.

_____ is currently certified with the City of Houston's
(M/W/DBE Subcontractor) Affirmative Action and Contract Compliance Office to
function in the aforementioned capacity.

Prime Contractor

M/W/DBE Subcontractor

intend to work on the above-named contract in accordance with the M/W/DBE Participation Section
of the City of Houston Bid Provisions, contingent upon award of the contract to the aforementioned
Prime Contractor.

Signed (Prime Contractor)

Signed (M/W/DBE Subcontractor)

Printed Signature

Printed Signature

Title

Date

Title

Date